

# State of Vermont

Buildings and General Services  
Office of Purchasing & Contracting  
10 Baldwin St  
Montpelier VT 05633-7501  
USA

## CONTRACT



**Vendor ID 0000006738**  
**Whitehill Firewood & Logging**  
**34 US Rte 5**  
**Waterford VT 05819**  
**USA**

**Phone #: 802-748-4480**

<b>Contract ID</b> 0000000000000000000012357		<b>Page</b> 1 of 3
<b>Contract Dates</b> 11/01/2007 to 11/01/2009		<b>Origin</b> CPS
<b>Description:</b> FIREWOOD BY THE CORD		<b>Contract Maximum</b> \$9,999,999.00
<b>Buyer Name</b> Laraway, Elizabeth	<b>Buyer Phone</b> 828-4658	<b>Contract Status</b> Approved

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
1		Contractor to provide cut, split, and delivered firewood by the cord.	CRD	0.01000	0.00	9,999,999.00

UNIT: Cord    PRICE: \$200.00 - Newport - 200 cords  
\$190.00 - St. Johnsbury - 200 cords

- Specifications: Length: 24"
- Maximum Diameter: Not to exceed 10"
- Maximum chunk weight: not to exceed 50 pounds
- Species:  
Hardwoods, including: beech, any maple, ash, cherry, any birch, hophornbeam, butternut, others as approved.
- No softwoods, no poplar, no waste lumber, no treated wood or painted wood.
- Condition: green

### CONTRACT TERMS AND ADDITIONAL INFORMATION

This contract is issued in accordance with the State of Vermont RFP for Firewood by the Cord dated September 20, 2007 and the vendors response dated September 30, 2007.

SCOPE OF CONTRACT: Contractor will provide cut, split and delivered firewood to the Northern State Correctional Facility in Newport and Northeast Regional Correction Facility in St. Johnsbury. Heating Seasons 2007/2008.

DELIVERY: Wood is to be delivered to the designated area at the contractor's expense in loads of 2-5 cords. Supplier is to unload wood without assistance unless otherwise agreed to. Do Not deliver wood in the dark. Deliver wood between 8:00 AM and 4:00 PM Monday through Friday. Delivery dates and times are to be cleared with the following facility officials:

Newport - Work Crew Supervisor, Nelson Charron; Facility Assistant Superintendent, David Martinson at (802) 334-3364. DO NOT DELIVER WOOD UNTIL YOU HEAR FROM NELSON CHARRON.

St. Johnsbury - Assistant Superintendent, Bo Johnston 802-751-1408 or Chief of Security, Mark Russell at (802) 748-8151.

DELIVERY: ALL PRICING INCLUDES F.O.B. DELIVERY TO THE ORDERING FACILITY. NO REQUEST FOR EXTRA DELIVERY COST WILL BE HONORED. LIABILITY FOR PRODUCT DELIVERY REMAINS WITH THE CONTRACTOR UNTIL PROPERLY DELIVERED AND SIGNED FOR IN ACCORDANCE WITH THE DIVISION OF PURCHASING AND CONTRACT ADMINISTRATIONS TERMS AND CONDITIONS. SHIPMENTS SHALL BE SECURELY AND PROPERLY PACKED, ACCORDING TO ACCEPTED COMMERCIAL PRACTICE. DELIVERIES, WHICH DO NOT CONFORM TO THE SPECIFICATIONS OR ARE NOT IN GOOD CONDITION UPON RECEIPT, SHALL BE REPLACED PROMPTLY BY THE CONTRACTOR.

CONTRACT PERIOD: Will be for a period of one year with an option to renew for two additional one-year periods. Period of performance; November 1, 2007 through November 1, 2008.

CONTRACT VALUE: The estimated annual value of this contract is \$58,000.00.

QUANTITY: Contractor has agreed to supply up to 200 cords to Newport and 200 cords to St. Johnsbury. Quantities are estimated only based on prior and projected usage and may be increased or decreased to meet actual requirements.

TAX: The State of Vermont is exempt from all sales and all federal excise taxes. An exemption certificate will be furnished upon request.

QUALITY: The supplier will be notified of any deliveries that do not meet our requirements. Payment will not be made on loads deemed unacceptable and removal may be required at the supplier's expense.

INVOICING: All invoices are to be rendered by the Contractor on the vendor's standard billhead and forwarded

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directly to the Vermont Department of Corrections, Northeast Regional Correctional Facility, 1270 US Rte 5, St. Johnsbury, VT 05819 or Vermont Department of Corrections, North State Correctional Facility, 2259 Glen Road, Newport VT 05855. Invoices will be submitted every two weeks.

ATTACHMENT: PURCHASING AND CONTRACT ADMINISTRATION TERMS AND CONDITIONS DATED 01/01/2007 ARE ATTACHED AND INCORPORATED AS PART OF THIS CONTRACT.

QUANTITY: QUANTITIES ARE ESTIMATED ONLY BASED ON PRIOR USAGE AND MAY BE INCREASED OR DECREASED TO MEET ACTUAL REQUIREMENTS.

QUALITY: ALL PRODUCTS PROVIDED UNDER THESE AGREEMENTS WILL BE NEW AND UNUSED, UNLESS OTHERWISE STATED. FACTORY SECONDS OR REMANUFACTURED PRODUCTS WILL NOT BE ACCEPTED UNLESS SPECIFICALLY REQUESTED BY THE PURCHASING AGENCY. ALL PRODUCTS PROVIDED BY THE CONTRACTOR MUST MEET ALL FEDERAL, STATE AND LOCAL STANDARDS FOR QUALITY AND SAFETY REQUIREMENTS. PRODUCTS NOT MEETING THESE STANDARDS WILL BE DEEMED UNACCEPTABLE AND RETURNED TO THE CONTRACTOR FOR CREDIT AT NO CHARGE TO THE STATE.

METHOD OF ORDERING: PURCHASE ORDERS MUST BE USED TO ORDER ITEMS AVAILABLE UNDER THIS CONTRACT. IF VERBAL ORDERS ARE GIVEN A CONFIRMING PURCHASE ORDER MUST BE ISSUED.

CANCELLATION: THE STATE SPECIFICALLY RESERVES THE RIGHT TO CANCEL THE CONTRACT OR ANY PORTION THEREOF PROVIDING, IN THE OPINION OF ITS COMMISSIONER OF BUILDINGS AND GENERAL SERVICES, THE SERVICES OR MATERIALS SUPPLIED BY THE CONTRACTOR ARE NOT SATISFACTORY OR CONSISTENT WITH THE TERMS OF THE CONTRACT.

INVOICING: ALL INVOICES ARE TO BE RENDERED BY THE CONTRACTOR IN DUPLICATE ON THE VENDOR'S STANDARD BILLHEAD AND FORWARDED DIRECTLY TO THE INSTITUTION OR AGENCY ORDERING MATERIALS OR SERVICES.

DEFAULT: IN CASE OF DEFAULT OF THE CONTRACTOR, THE STATE MAY PROCURE THE MATERIALS OR SUPPLIES FROM OTHER SOURCES AND HOLD THE CONTRACTOR RESPONSIBLE FOR ANY EXCESS COST OCCASIONED THEREBY, PROVIDED, THAT IF PUBLIC NECESSITY REQUIRES THE USE OF MATERIALS OR SUPPLIES NOT CONFORMING TO THE SPECIFICATIONS THEY MAY BE ACCEPTED AND PAYMENT THEREFORE SHALL BE MADE AT A PROPER REDUCTION IN PRICE.

POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES OF THE STATE MAY PARTICIPATE IN THIS CONTRACT AT THE SAME PRICES, TERMS AND CONDITIONS. ITEMS FURNISHED TO POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES WILL BE BILLED DIRECTLY TO AND PAID FOR BY THE POLITICAL SUBDIVISIONS OR INDEPENDENT COLLEGES AND NEITHER THE STATE NOR ITS COMMISSIONER OF BUILDINGS & GENERAL SERVICES PERSONALLY OR OFFICIALLY ASSUMES ANY RESPONSIBILITY.

AGENCIES & DEPARTMENTS ARE REQUESTED TO ADVISE THE PURCHASING AGENT AT ONCE OF THE FAILURE ON THE PART OF THE CONTRACTOR TO FULFILL ANY OF THE TERMS OR CONDITIONS OF THIS CONTRACT.

PLEASE REFER TO THE ASSIGNED CONTRACT NUMBER/PURCHASE ORDER # ON ALL CORRESPONDENCE, DELIVERY DOCUMENTS AND INVOICES.

POINT OF CONTACT: Communications regarding deliveries and invoices are to be directed to facility personnel. Communications concerning the contract documents are to be addressed in writing to the attention of Robert Pierce, Senior Purchasing Agent, State of Vermont, Purchasing and Contract Administration Divisions, 4 Governor Aiken Avenue, Montpelier, Vermont 05633-5850.

CUSTOMER SATISFACTION SURVEY: TO HELP US UNDERSTAND HOW WE CAN BETTER SERVE YOU, WE ARE INTERESTED IN RECEIVING YOUR COMMENTS REGARDING THE QUALITY OF SERVICE YOU RECEIVED IN YOUR MOST RECENT INTERACTION WITH THE DEPARTMENT OF BUILDINGS & GENERAL SERVICES (BGS). PLEASE COMPLETE THE ON-LINE CUSTOMER COMMENT FORM AT: [http://www.bgs.state.vt.us/forms/bgs\\_surveys/index.php?type=customer&action=customer](http://www.bgs.state.vt.us/forms/bgs_surveys/index.php?type=customer&action=customer)

IF YOU HAVE ANY QUESTIONS REGARDING THIS DOCUMENT PLEASE CONTACT:

BETSY LARAWAY  
PURCHASING AGENT  
802-828-4658  
FAX # 802-828-2222  
[betsy.laraway@state.vt.us](mailto:betsy.laraway@state.vt.us)

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AMENDMENT #1 - SEPTEMBER 12, 2008 - THE STATE IS HEREBY ELECTING TO EXERCISE RENEWAL OPTION YEAR #1 THEREBY EXTENDING THE PERIOD OF PERFORMANCE UNDER THIS AGREEMENT FOR A ONE YEAR TERM TO NOVEMBER 1, 2009 AND ALLOWING FOR AN INCREASE OF \$50.00 PER CORD.						

**WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS CONTRACT**

**By the STATE of VERMONT**

**By the CONTRACTOR**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_